

EXHIBIT 5**WMI Administrator - NY (00011878)**Status
FilledRecruiter
Margolis, DinaStatus Details
FilledHiring Manager
Randall, KevinPrimary Location (City Required)
United States > New York > SyossetRequisition Type
ProfessionalHired Candidates
1 out of 1**History**

Date	Event	Detail	By
May 5, 2016, 2:15:14 PM	Requisition Filled	Filled	Margolis, Dina (00032603)
May 5, 2016, 2:15:12 PM	Requisition Unposting All (Job Board)	The requisition unposting action was requested for all job board postings from all suppliers	Margolis, Dina (00032603)
May 5, 2016, 2:15:11 PM	Employee Hired	Hired "Maria I Suarez (2899305)"	Margolis, Dina (00032603)
May 5, 2016, 2:14:51 PM	Last Position Accepted	Last Position Accepted	Margolis, Dina (00032603)
Mar 7, 2016, 2:23:20 PM	Requisition Unposted	The requisition has been unposted from the following Career sections: SWS - Internal - Career Section.	Margolis, Dina (00032603)
Feb 10, 2016, 11:54:50 AM	Requisition Unposted	The requisition has been unposted from the following Career sections: SWS - External - Career Section.	Margolis, Dina (00032603)
Jan 28, 2016, 8:31:16 AM	Requisition Posted	The requisition has been posted on the following Career sections: SWS - External - Career Section, 2nd Pass Application - REQUIRED FOR POSTING, SWS - Internal - Career Section.	Margolis, Dina (00032603)
Jan 28, 2016, 8:15:58 AM	Requisition Approved	The requisition has been approved.	Goodrich, Larry (00001602)
Jan 28, 2016, 7:10:45 AM	Requisition Approved	The requisition has been approved.	Toohig, Beth (00025749)
Jan 27, 2016, 7:26:17 PM	Requisition Approved	The requisition has been approved.	Kohn, Roy (00020766)
Jan 27, 2016, 6:02:19 PM	Requisition Approved	The requisition has been approved.	Randall, Kevin (00032627)
Jan 27, 2016, 4:28:56 PM	Requisition Approval Requested	The approval of the requisition has been requested to: "Kevin Randall, Roy Kohn, Beth	Margolis, Dina (00032603)

Toohig, Larry Goodrich". :
 This position will not be
 filled prior to March 1, 2016
 without Corporate approval.

Jan 27, 2016, 4:27:32 PM

Requisition Duplicated

Created from Duplication of Margolis, Dina (00032603)
 "00007154"

Requisition Logistics

Identification

Position Title
 WMI Administrator - NY

Number of Openings
 1

Job
 WMI Project Manager

Position Type
 Full Time / Regular

Justification
 Addition to Staff - Budgeted

User Group

User Group
 New York - Metro

Owners

Recruiter
 Margolis, Dina

Hiring Manager 1
 Randall, Kevin

HR Business Partner
 Noach, Naomi

Structure

Organization (Cost Center Required)

Company Southern Glazer's Wine and Spirits

Company Code 4500 SGWS New York Metro

Cost Center 451700 NY Met Whse - Day

Primary Location (City Required)

Country United States

State New York

City Syosset

Job Field (Required)

Category Warehouse

Job Template WHS-0028 - WMI Project Manager

ProfileEducation Level
Bachelor's DegreeTravel
NoShift
Day ShiftUnion Status
Non-Union**Administration****Candidate Selection Workflow**Candidate Selection Workflow
SGWS CSW**Regulations**EEO Job Category
Officials and ManagersEEO Establishment
Not Specified**Other**FLSA
Exempt**Compensation**Currency
US Dollar (USD)Salary Type
YearlyMinimum Salary
0.0**Additional Information**Additional Information
Not to be filled prior to 3/1/16 without approval from Corporate**Description (External)**

Description - External

The Administrator will act as the functional resource for supporting Southern Wines ' Manhattan Software (WMI – iSeries). The candidate will assist to configure, operate, train, oversee & analyze our WM (&Operations) functions to achieve project objectives; ensure smooth start-up & transition by providing leadership and training to the local staff. Southern Wine Corporate will drive the WM application process.

Core Responsibilities:

Strategy (50%):

- Participate in Operational Initiatives as necessary
- Provide Leadership with External and Internal management teams regarding facility and operational improvements
- Identify Operational opportunities improved organizational efficiencies and provide/recommend innovative solutions to help achieve the business goals
- Proactively work to reduce costs and improve productivity (continuous Improvement)
- Assist in the development of warehouse process
- Provide leadership direction to Operations team to identify industry trends and communicate benefits and potential risks associated with developed strategies to improve business performance
- Develop and implement WMS (manage projects, design specs, develop modifications, etc.)
- Provide support to the division (24x7) or as directed by your manager (rotation)
- Assist with other distribution systems development (Conveyors/MHE, Voice Picking & slotting etc.)
- Provide training for employees on procedures/systems
- Collaborates with other functional areas to identify system integration opportunities

Execution (30%)

- Implement operations continuous improvement measures and initiatives
- Communicate effectively up and down the organizational hierarchy in Operations and Senior leadership
- Ensure effective administration and compliance of all internal process and procedures
- Organize and manage work effectively and efficiently amongst the team members
- Work with other discipline leaders on projects to ensure efficient execution across the entire lifecycle of the project
- Support and help train our internal and external customers on new operational changes and communicate those changes effectively
- Manage project plans and assign team resources as necessary

Building Capabilities (20%):

- Provide leadership and management to the Operations team
- Develop, and encourage excellence within the Operations team
- Stay current on emerging warehouse MHE solutions, trends, technologies, and best practices
- Train and develop a high performing work team, encouraging excellence and team building
- Motivate team members to work collaboratively and effectively while mitigating conflict and communication problems

Results / Metrics Position Will Be Measured Against:

- Accomplishment of planned objectives
- Quality of development of application solutions with adherence to budget and schedules
- Ability to create and implement solutions to meet business needs which result in the desired business results as well as the lowest total cost of ownership over time
- Compliance to development standards and processes
- Effective rationalization of applications linked to the overall Southern rationalization / standardization approach
- Quality of interactions with senior and executive Supply Chain and business management
- Ability to get work done and to develop others,
- Adherence to performance management objectives and goals
- Ability to build a high performing team
- Ability to accept and lead change initiatives throughout the organization
- Ability to influence others

Qualifications - External

Education Requirements:

- Bachelor's Degree (Industrial engineering, business administration, computer science, information systems, or other industry related curriculum)
- Graduate Degree preferred (MBA, MS or equivalent curriculum)

Note: Sufficient and relevant work experience may be considered in lieu of the educational requirements.

Experience Requirements:

- 5 or more years of work experience
- 3 or more years of work experience in Warehouse Operations
- 3+ years ' experience with AS400 systems, RPGLE, CLLE, AS/400 Query a plus
- Knowledge of wholesale distribution strongly preferred
- Strong analytical and problem solving skills
- Proven project management experience and change management skills in a team environment
- 5+ years ' experience in Information Systems, Warehouse Management Systems / Operations or Technology areas in a warehouse distribution environment
- 3+ years ' experience with AS400 systems, RPGLE, CLLE, AS/400 Query a plus
- Knowledge of wholesale distribution strongly preferred
- Knowledge and understanding of Labor Management processes strongly preferred
- MS Office and other general desktop software experience required

- Advanced understanding of Excel strongly preferred
- Advanced understanding of SQL preferred
- Must be able to communicate effectively at all levels.
- Proven ability to work well independently and in a team environment
- Must have some experience with conveyor systems, pick to belt operations and other MHE systems
- Strong organizational & time management skills. Must be able to multi-task, prioritize effectively, and change direction on short notice in an effective manner. Do what it takes to get the job done.

Travel Required? Yes in the state of NY/NJ primarily

Domestic travel only

Comments:

This position description is not intended, and should not be construed to be an exhaustive list of all responsibilities, skills, efforts or working conditions associated with the job. It is intended, however, to be an accurate reflection of those principal job elements for making decisions related to job performance, employee development, and compensation. As such, the incumbent may perform other duties and responsibilities as required. This job description and the position's duties and responsibilities may be modified at the discretion of management without prior notice

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